

Application for Waiver From
Requirement of Securing a
One or Two Family Certificate of Occupancy

PROPERTY ADDRESS:

NUMBER

STREET

ZIP CODE

PROPERTY OWNER'S NAME:

LAST

FIRST

MIDDLE I.

PROPERTY OWNER'S TELEPHONE NUMBER:

WORK

HOME

I, the owner of the dwelling listed above, hereby swear that I qualify for the waiver from the requirement of securing a **Certificate of Occupancy** for the dwelling listed above because:

☐ (I); ☐ (My Spouse); ☐ (My Child); ☐ (My Sibling); or ☐ (My Parent) currently reside at the dwelling. I have attached a postmarked utility bill (e.g. RG&E, telephone, cable, etc.) addressed to me or my relative at the above referenced dwelling. I further attest to the following applicable checklist requirements:

(Required to be completed for all Two Family Dwellings)

- ☐ Both units are currently occupied
- ☐ The additional unit has been vacant since _____

(Required to be completed for both One & Two Family Dwellings)

- ☐ The Unit(s) have working Smoke Alarms in the following locations: in each sleeping room, in the hallway outside each sleeping area, and on every story within the dwelling including basements and cellars but not uninhabitable attics
- ☐ The Unit(s) have a Carbon Monoxide Alarm in the hallway outside the sleeping area on the lowest level where there is a sleeping room

Date: _____ Signature: _____

Please return completed form to:

City of Rochester
Inspections & Compliance Bureau
30 Church Street – Room 028B
Rochester, NY 14614

Printed name of Signature